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**JUSTICE CABINET DEPARTMENT OF CORRECTIONS  
JOB OPPORTUNITY ANNOUNCEMENT  
AN EQUAL OPPORTUNITY EMPLOYER M/F/D**

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**For more information about the Department of Corrections visit:  
<http://corrections.ky.gov>. To inquire information on job postings contact:  
[DOC.Recruit@ky.gov](mailto:DOC.Recruit@ky.gov) or (502) 564- 4636.**

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**July 15, 2016**

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**ACCOUNTANT II—(Muhlenberg County—Green River Correctional Complex)—Grade 9—(\$1945.50 - \$2577.30) MINIMUM REQUIREMENTS:** High school graduate. Must have three years of accounting, bookkeeping or fiscal clerical experience. Training in accounting, business administration, business education, office administration or a related field will substitute for the required experience on a year-for-year basis. Accounting, bookkeeping or fiscal clerical experience will substitute for the required education on a year-for-year basis.

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**CORRECTIONAL CAPTAIN I—(Shelby County –Kentucky Correctional Institution for Women) Grade 12—(\$3000.00 - \$3430.10) MINIMUM REQUIREMENTS:** High School graduate. Must have three years of experience in corrections, law enforcement, criminal justice or social work dealing with rehabilitation of offenders. At least one year of the experience must have been in a supervisory capacity in a custodial security setting. An associate's degree from a college or university in corrections, criminal justice, law enforcement or a related field will substitute for six months of the required non-supervisory experience. A bachelor's degree from a college or university in corrections, criminal justice, law enforcement or a related field will substitute for one year of the required non-supervisory experience. Must be 21 years of age.

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**CORRECTIONAL INDUSTRIES PRODUCTION COORDINATOR—(Franklin County—Kentucky Correctional Industries)—Grade 12—(\$2589.26-\$3430.10) MIN.**

**REQUIREMENTS:** High School graduate. Must have 2 years of specific trade(s) experience in welding, metalworking, woodworking, sewing machine operating, sign making, graphic arts, offset, photolithographic or screen process printing, wood furniture making, paneling, clothing manufacturing, furniture upholstering, furniture refinishing, mattress manufacturing, soap manufacturing, metal fabricating, embroidery, 2-way radio repair, or data entry work, plus one year experience in the supervision of employees in any field. Additional education in one of the above fields will substitute for 1 year of the specific trades experience on a year-for-year basis.

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**CORRECTIONAL LIEUTENANT- FOUR POSITIONS: (Oldham County – Kentucky State Reformatory) Grade 11—(\$2750.00 - \$3118.28) MIN REQUIREMENTS:** High school graduate. Must have 2 years of experience in corrections, law enforcement, criminal justice, or social work dealing with the rehabilitation of offenders. An associate's degree from a college or university in corrections, criminal justice, law enforcement, or a related field will substitute for 6 months of the required non-supervisory experience. A bachelor's degree from a college or university in corrections, criminal justice, law enforcement or a related major field will substitute for 1 year of the required non-supervisory experience. Must be 21 years of age.

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**JUSTICE CABINET  
DEPARTMENT OF CORRECTIONS  
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(continued)**

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July 15, 2016

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**CORRECTIONAL LIEUTENANT- TWO POSITIONS: (Shelby County – Kentucky Correctional Institution for Women) Grade 11—(\$2750.00 - \$3118.28) MIN**

**REQUIREMENTS:** High school graduate. Must have 2 years of experience in corrections, law enforcement, criminal justice, or social work dealing with the rehabilitation of offenders. An associate's degree from a college or university in corrections, criminal justice, law enforcement, or a related field will substitute for 6 months of the required non-supervisory experience. A bachelor's degree from a college or university in corrections, criminal justice, law enforcement or a related major field will substitute for 1 year of the required non-supervisory experience. Must be 21 years of age.

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**CORRECTIONAL SERGEANT—TWO POSITIONS: (Fayette County – Blackburn Correctional Complex) Grade 10—(\$2500.00 - \$2834.88) MIN**

**REQUIREMENTS:** High school graduate. Must have 1 year of experience in corrections, law enforcement, criminal justice or social work dealing with the rehabilitation of offenders. An associate's degree from a college or university in corrections, criminal justice, law enforcement or a related field will sub. for 6 months of the required experience. A bachelor's degree from a college or university in corrections, criminal justice, law enforcement or a related major field will substitute for 1 year of required experience. Must be 21 years of age.

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**CORRECTIONAL SERGEANT—THREE POSITIONS: (Shelby County – Kentucky Correctional Institution for Women) Grade 10—(\$2500.00 - \$2834.88) MIN**

**REQUIREMENTS:** High school graduate. Must have 1 year of experience in corrections, law enforcement, criminal justice or social work dealing with the rehabilitation of offenders. An associate's degree from a college or university in corrections, criminal justice, law enforcement or a related field will sub. for 6 months of the required experience. A bachelor's degree from a college or university in corrections, criminal justice, law enforcement or a related major field will substitute for 1 year of required experience. Must be 21 years of age.

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**CORRECTIONS EDUCATION SPECIALIST I- FCTL: (Morgan County- Eastern Kentucky Correctional Complex) Grade 12—(\$2589.26 - \$3430.10) MIN. REQUIREMENTS:**

Graduate of a college or university with a bachelor's degree in education (academic or voc.) An associate degree with 3 years of trade-related experience will sub for the bachelor's degree.

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**CORRECTIONS PROGRAM ADMINISTRATOR—(Franklin County —Central Office)—Grade 15—(\$3230.84 - \$4280.10) MINIMUM REQUIREMENTS:**

Graduate of a college or university with a bachelor's degree. Must have 4 years of professional experience in corrections, juvenile justice, criminal justice, law enforcement, recreation, academic or vocational education, health services or education, dietary or food management, construction project management, social work dealing with the rehabilitation of the offender or related field. A master's degree will substitute for 1 year of the required experience.

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(continued)**

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July 15, 2016

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**CORRECTIONS UNIT ADMINISTRATOR II—(Muhlenberg County —Green River Correctional Complex)—Grade 15—(\$3446.22 - \$4565.44) MIN. REQUIREMENTS:**

Graduate of a college or university with a bachelor's degree. Must have 3 years of experience in corrections, law enforcement, criminal justice or social work dealing with the rehabilitation of offenders, including 1 year of supervisory experience in a custodial setting. A master's degree in corrections, law enforcement, social work, sociology, counseling and guidance or related field will substitute for 1 year of the non-supervisory experience. Additional experience in corrections, law enforcement, criminal justice, or social work dealing with the rehabilitation of offenders will substitute for the education on a year-for-year basis.

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**MECHANICAL MAINTENANCE & OPERATIONS TECHNICIAN II—(Muhlenberg County – Green River Correctional Complex) Grade 9—(\$1945.50 - \$2577.30) MINIMUM REQUIREMENTS:**

Must have three years of experience in the maintenance and/or repair of air conditioning, heating, refrigeration, ventilation or electrical systems. Formal training in one of the above or related fields will substitute for the experience on a year-for-year basis.

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**MECHANICAL MAINTENANCE & OPERATIONS TECHNICIAN III— (Muhlenberg County – Green River Correctional Complex) Grade 10—(\$2139.80 - \$2834.88) MINIMUM REQUIREMENTS:**

High school graduate. Must have 4 years of experience in the maintenance and/or repair of air conditioning, heating, refrigeration, ventilation or electrical systems. Formal training in 1 of the above or related fields will sub for the experience on a year-for-year basis. Experience in 1 of the above or related fields will sub for the education on a year-for-year basis

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**PROBATION AND PAROLE OFFICER- (Campbell County—Probation & Parole) -**

**GRADE: 12 – (\$2427.44 - \$3215.72) MINIMUM REQUIREMENTS:** Graduate of a college or university with a bachelor's degree. Must be 21 years of age.

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**Recurring Positions:**

**CORRECTIONAL OFFICER- (Bell, Boyle, Elliott, Fayette, Lyon, Morgan, Muhlenberg, Oldham, & Shelby counties) —Grade 9—(\$2200 - \$2,416.22)**

**MIN. REQUIREMENTS:** High School or GED. Must be 21 years of age.

**PERSONNEL CABINET  
STATE OFFICE BUILDING, 1<sup>ST</sup> FLOOR  
501 HIGH STREET  
FRANKFORT, KENTUCKY 40601**

All applicants must complete an application on Personnel Cabinet's Career Opportunities System (COS) and apply for the vacancies in which they are interested in being considered. Applicants should be aware that in COS, they **apply for each vacancy through separate on-line application actions**. Paper applications are no longer accepted by Personnel Cabinet. This differs from the previous paper-based application system in that applicants no longer remain on registers once they are approved for a classification. Qualified applicants are considered only for those jobs to which he/she has applied.

**To receive more information about including how to apply for jobs, please visit <http://Careers.KY.GOV> For questions regarding Applications, Counseling, or Registers, please call Personnel Cabinet, (502) 564-8030.**

**\*\*IMPORTANT\*\***

**The Department of Corrections is not liable for the aforementioned information.**